STUDENT HANDBOOK
1957 - 1958

QUEENS COLLEGE

CHARLOTTE, NORTH CAROLINA

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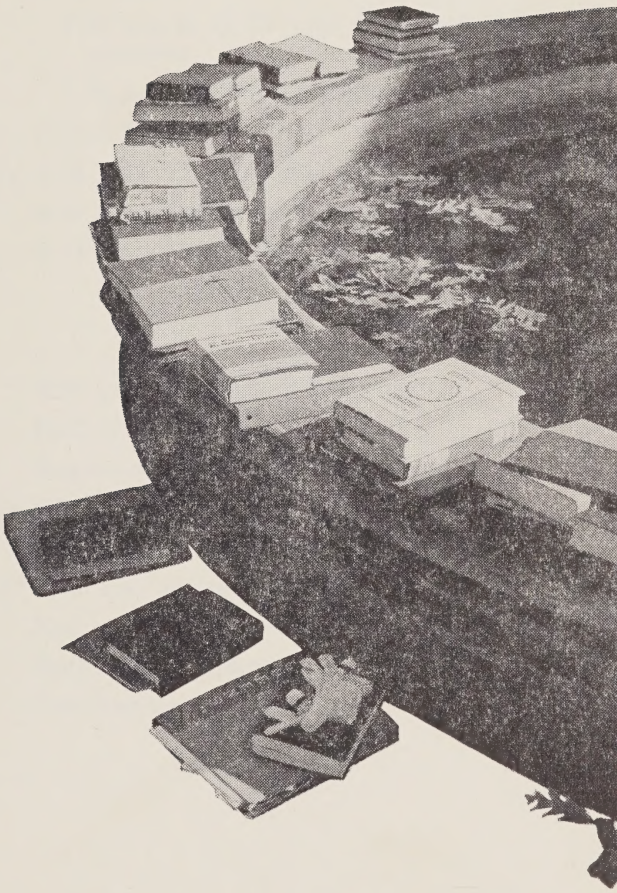

Published by
The Student Government Association
Queens College

Calendar for Session 1957-58

September 12	Thursday	Dormitories open to freshmen and transfers
September 13	Friday	Orientation program begins
September 17	Tuesday	Registration
		8:30 a.m. to 12:30 p.m.—Freshmen and transfers
		1:30 p.m. to 4:30 p.m.—Upperclassmen
September 18	Wednesday	Classes begin
November 27	Wednesday	4:15 p.m. Thanksgiving recess begins
December 2	Monday	8:30 a.m. Thanksgiving recess ends
December 19	Thursday	4:15 p.m. Christmas recess begins

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January 6	Monday	8:30 a.m. Christmas recess ends
January 25	Saturday	End of first semester
January 28	Tuesday	Registration for second semester
January 29	Wednesday	Classes begin
April 1	Tuesday	4:15 p.m. Spring recess begins
April 9	Wednesday	8:30 a.m. Spring recess ends
May 30	Friday	End of second semester
June 1	Sunday	Baccalaureate Service
June 2	Monday	Commencement Convocation

The Student Government Association

The Student Government Association, a member of the National Student Association, extends a warm welcome to the campus community. We are looking forward to having you with us and to sharing with you the heritage of Queens. We hope that your college days here will be happy and meaningful.

The theory behind the development of student government rests upon the assumption that by giving students reasonable independence in governing matters, they will mature in their concepts of freedom and responsibility. This independence is reflected in every organization, the presidents of which compose one executive body, the Coordinating Council. The purpose of this council, aside from coordinating various campus activities, is to discuss college problems and to recommend to the proper authorities possible solutions to these problems. It is through this council that students may best express their opinions.

Here at Queens we are privileged to live under a code which is based upon personal honor, individual responsibility, and cooperative effort. In striving to develop these high ideals in every phase of our activity, we feel that the foundations upon which the college was established will be strengthened. This code is embodied in our cherished honor system which permeates all college living and pays tribute to the maturity and integrity of each student.

The Student Government Association recognizes the worth of each individual and the value of her contributions. As free citizens of the college community, students have the right to question the foundations of the rules to which they are held accountable and to voice their opinions in an honest and intelligent way on matters that concern them and their college. We urge you to use this handbook which presents college policies; we challenge you to accept the responsibilities and privileges offered for the enrichment of your life and that of Queens.

STUDENT GOVERNMENT ASSOCIATION

Honor Council

When a student signs the honor pledge, she accepts the Honor System, which is one of the most esteemed possessions of the college and is of fundamental importance in the building of Christian character to which our college is dedicated.

Regulations in all phases of college life are based on the three fundamentals which constitute the Honor Code:

1. That each student be truthful at all times.
2. That each student respect the property of others.
3. That each student be entirely honest on tests, examinations, term papers, and all other pledged work as designated by instructors.

Honor Council has the power to investigate and take action in any case involving a violation of the Honor Code. Any student found guilty receives the penalty set by Honor Council, which is—unless there are extenuating circumstances—suspension or expulsion from the college. All cases of suspension or expulsion are subject to review with the Advisory Committee.

Each student at the college is responsible for maintaining the Honor System and for reporting to the Honor Council any violation of the three fundamentals which constitute the Honor Code.

THE FRESHMAN ADVISORY COUNCIL

The Freshman Advisory Council serves in helping new students in their successful orientation to college life. Through early contacts with incoming students, these advisors help their advisees to become a part of campus life.

SOCIAL STANDARDS COMMITTEE

The Social Standards Committee endeavors to make life at Queens more enjoyable. This group sponsors week-end entertainment throughout the year and acts as host to visitors on the campus. The committee sponsors a winter dance each year.

The committee also strives to promote the best standards for daily living. This group is responsible for the publication of *Queens Cues.* See *Queens Cues,* p. 31.

THE POINT SYSTEM COMMITTEE

The Point System Committee is to regulate student participation in campus activities by limiting the amount of co-curricular activities in which a student may engage.

THE BUDGET COMMITTEE

The Budget Committee is composed of the treasurers of the various campus organizations and is headed by the vice-president of Student Government Association. Its purpose is to formulate the budget for student activities.

THE HANDBOOK COMMITTEE

The Handbook Committee functions as the agent of Student Government through which this handbook is compiled and edited. The editor is appointed by the president of the Student Government Association.

Boarding Student Government

I. Organization

A. Boarding Student Council is composed of a president, secretary, and treasurer, one representative from each class, and the presidents of the various residence halls. It is the duty of the Council, with the advice of the Office of the Dean of Students, to make and enforce regulations concerning the activities of the boarding students.

B. Each residence hall has a House Council composed of the House President as chairman, residing Boarding Student Councilors, and members at large. The House Council administers regulations and settles cases of house discipline.

C. The campus will be closed from 6:30 to 8:00 p.m. every Monday, at which time House Councils and Boarding Student Council will hold their meetings.

D. Boarding Students will have their regular meeting the third Thursday of each month at 6:30 p.m. in Ninniss Auditorium. Attendance at these meetings is compulsory.

II. Life in the Residence Halls

A. Hours:

1. Students are to be in their rooms between the hours of 11:00 p.m. and 7:00 a.m. on all nights except Sundays, when they are to be in their rooms between 11:30 p.m. and 7:00 a.m., and Saturdays between 12:00 midnight and 7:00 a.m. The doors to the residence halls will be locked during these hours.

2. Permission to spend the night elsewhere than in one's room must be obtained from the House President of one's own residence and from the House President of the residence hall to which one goes. Permission will be granted only for Friday and Saturday nights.

3. Permission to leave the residence hall before 7:00 a.m. must be obtained from the Resident Counselor or the House President.

4. Students returning late without *written* permission from the Office of the Dean of Students will be dealt with by Boarding Student Council.

B. Guests:

1. Students are required to register for overnight guests, previous to their arrival, in the Office of the Dean of Students and with the House Presidents.

2. Day students are not allowed to spend the night in the residence halls during the week without special arrangements in the Office of the Dean of Students.

3. All guests are subject to college regulations, including hours of arrival and departure.

4. Students may have overnight guests on the week end only, with the exception of members of the family who may visit them at any time. If the guest stays over two nights, there will be a charge of $1.00 per night, unless permission to do otherwise is obtained from the Office of the Dean of Students.

5. Men are not permitted in the residence halls at any time, except on occasions arranged with the Dean of Students.

III. Social Regulations

A. For all absences from the college each student must sign out and in on her wall card, giving the complete and exact information. Signing in and out will be done in the dormitories, but all callers will be received and dismissed in Burwell Hall. Special permissions will be granted in Burwell.

1. When taking a walk during the day, the distance not exceeding a radius of two blocks, a student need not sign out. Day time limit is 7:00 p.m., however; and any student who leaves campus after this time must sign out.

2. To falsify in any way on wall cards and special permission slips is a very serious offense. A student is on her honor to be truthful at all times. No student may sign for another at any time.

B. Students are required to be on campus during the hours stated in section II,A,1.

C. Special permissions:

Special permissions may be obtained in the Office of the Dean of Students during office hours only. These hours will be posted at the beginning of the year. Any student

who receives a special permission must sign her special permission card by the time for which the permission was granted. Special permissions are necessary for the following:

1. Spending the night away from the campus.
2. Late return to the campus.
3. Any other deviation from rules as stated in the *Student Handbook*.

D. Social privileges:

1. Upperclassmen with a 1. average for the previous semester who maintain this average for the current semester may use their own discretion as to the number of social privileges taken during the week.
2. Upperclassmen who do not have a 1. average for the previous semester may have three social privileges per week.
3. All first semester freshmen may have three social privileges per week to be used on Friday, Saturday, and Sunday evenings only.
4. Second semester freshmen with a 2.5 average may use discretion as to the number of privileges to be taken during the week.
5. All freshmen shall observe a closed study period from 7:00 p.m. to 10:00 p.m., Monday through Thursday. Freshmen with a 2.5 average will not be required to keep closed study the second semester.
6. Transfers will have privileges according to the class standing they are given on entrance to Queens College.
7. Upperclassmen may go off campus in the evening in a group of three persons.
8. For the first six weeks two freshmen may go off campus with an approved upperclassman.
9. Day time limit is 7:00 p.m. Any time spent off campus or any entertainment of a date after this hour will be considered a social privilege.

E. Off-campus dating:

1. For the first six weeks freshmen must double-date with an approved upperclassman.

2. Two freshmen and their escorts may date off campus after the first six weeks.

3. One freshman and her escort may date off campus after the first semester.

4. All dates must be dismissed in Burwell Hall.

F. On-campus dating:

1. Students entertaining a guest on campus before 7:00 p.m. need not sign out.

2. Students and dates are not allowed to sit in cars parked on campus.

3. Dates may be entertained on campus:

   a. In the parlors of Burwell Hall.

   b. On the front campus extending from the front of Atkinson Science Building to the corner of Radcliffe and Selwyn Avenues.

   c. In the Student Store and recreation area.

4. Written permission must be obtained from the Office of the Dean of Students to date in any of the buildings on campus other than the Student Store and the parlors of Burwell. Students must double-date when using this privilege. This includes the sorority houses.

5. The Stultz Building may be used for large, organized groups. The same arrangements should be made as those required for the use of sorority houses.

G. Week-end absences:

1. The General Permission Blank will be mailed to parents and guardians before the students arrive in September. No week end will be given until this blank has been filled in correctly, signed, and returned directly to the Office of the Dean of Students.

2. During the week only seniors may spend a night away from the college.

3. The number of week-end absences allowed is determined by classes and by scholastic averages:

   a. Students who are on the Dean's List and maintain their standing, unlimited.

b. Seniors, 12 per semester.

c. Juniors and sophomores, eight per semester.

d. First semester freshmen, four per semester.

e. Second semester freshmen who have a B average, eight per semester.

4. Freshmen may begin taking their allotted week ends after the first six weeks of classes.

5. Transfers may begin taking their allotted week ends after the first four weeks of classes.

6. Overnight absences between semesters, after examinations, do NOT count as one of the allotted number.

7. A student may take a long week end which will count as two of her regular ones. Long week ends may begin Thursday after classes and end Sunday at 11:30 p.m. or Friday after classes and end Monday at 7:00 p.m. Only seniors may take a week-end privilege during the week.

8. *Week-end absences involving beach, house parties, or overnight visits to men's campuses require a written permission from home, stating specifically where the student is to be entertained.*

H. Dances:

1. A written permission from the parents or guardian is necessary for each dance off campus the student wishes to attend if she takes a week end.

2. Permissions must state where the students will be entertained over the week end.

3. These permissions must come directly to the Office of the Dean of Students.

4. A student may attend only those dances posted on the list of approved social functions; otherwise, she must receive permission from the Dean of Students.

5. Queens College dances are controlled jointly by the Board of Trustees, the Administration, and Student Government.

6. Information regarding hours and other details will be posted prior to each dance.

I. Smoking:

1. Smoking is permitted on campus:

a. In Belk Dormitory

b. In other dormitory lounges:

Sunday, 7:00 a.m.-11:30 p.m.
Monday-Friday, 7:00 a.m.-11:00 p.m.
Saturday, 7:00 a.m.-12:00 midnight

c. In the Student Store.

d. In the sorority houses.

e. In Burwell Hall, the television room only when watching TV or attending after-dinner coffee.

2. Smoking off campus is permitted, but Queens students are expected to use their good judgment and to avoid being conspicuous at any time.

J. Drinking:

While under the jurisdiction and government of the college, Queens College students shall not drink alcoholic beverages. Students are under the jurisdiction of the college from September through May except when they are in the home of parents or guardians.

IV. Sunday Activities

A. Church attendance is compulsory. Students are allowed seven church cuts a year which they may use at their discretion, provided they do not use more than four in one semester. Cuts taken in the case of illness shall count in the allotted number unless the illness is prolonged. Instructions for signing the church book will be given in each residence hall at the beginning of the year.

B. Sunday is to be maintained as a day of quiet, reverence, and dignity. In keeping with the spirit of a Christian college, students are urged to refrain from secular entertainment and to indulge only in those pursuits which will contribute to their spiritual development. Any activity which is not considered in good taste will be reviewed by Boarding Student Council.

V. Automobile Regulations

A. Only seniors may have cars on the campus or the use of one. The necessity for deviation from this rule must be taken to the Office of the Dean of Students. Any infraction of this rule will be dealt with by Boarding Student Council and the Dean of Students.

B. Seniors must sign the agreement for the use of cars before the privilege is granted.

VI. Fire Drills

Full instructions for fire drills will be given by the house presidents during Orientation Week.

VII. Student Employment

A. Those wishing to participate in the work program on the campus should see the Business Manager.

B. Students are encouraged to participate in worthy community activities. *They should get permission for such from the Dean of Students.*

C. College policy does not permit resident students to hold jobs off campus. This includes baby sitting.

D. Students applying for scholarships awarded for merit or those requiring certain stated services should address their requests to the Scholarship Committee of Queens College.

NOTES: The Student Government Association reserves the right to set penalties for conduct which is below the general standards of Queens College, even though no specific rule for such conduct exists.

The Student Government Association and the Administration of the college hold each student responsible for all information contained in the *Student Handbook*. Each student is expected to keep the handbook for reference during the year.

Day Student Government

I. Activities for Day Students

Day students are urged to participate in all college activities, but they will find a special appeal in the following events sponsored by their own group:

A. Tea given for new students in the fall.

B. Auction and cookie sale for scholarship fund. Anyone who can bake is cordially invited to help with this project.

C. Faculty-Student Coffee.

D. Cooperation with boarding students during Hospitality Week Ends. Day students and their parents have been generous in lending cars and giving time for this and other college programs.

II. Visiting

A. Non-resident students are invited to visit in residence halls over the week ends. Day students visiting in the dormitories overnight are requested to register with the Dean of Students.

B. Day students wishing to have boarding students visit in their homes should have the official hostess call the Office of the Dean of Students *during the morning office hours.*

C. All boarding student regulations apply to day students while they are on campus.

III. Regulations Regarding Drinking

When a day student entertains a boarding student in her home, she is expected to plan entertainment which would not be contrary to the principles of the college.

(See Section III, J, *Drinking,* under Boarding Student Government.)

Queens Christian Association

PURPOSE

The Queens Christian Association, a part of a worldwide Christian community united by a commitment to God through Jesus Christ, seeks to understand the will of God through worship, study, and action, and to realize it both in personal living and in working toward the Kingdom of God.

ORGANIZATION

The students, faculty, and staff of the college are automatically members of the Queens Christian Association. The Q.C.A. Cabinet is made up of the elected executive officers, a representative from each of the classes, the chairmen of the various committees and commissions, and a faculty advisor.

The Queens Christian Association is affiliated with the National Student YWCA, and through this membership participates in the United Student Christian Council and the World Student Christian Federation.

SERVICES AND ACTIVITIES

In addition to the regular chapel services planned by Q.C.A., Sunday evening vespers, dormitory prayer meetings, study groups, commission meetings, and regular membership meetings are planned and carried out by Q.C.A. committees and commissions. The chapel is open for meditation each evening after dinner.

Other special service plans for the year include seasonal services and Christian Re-emphasis Week, a week of special services led by a visiting speaker. Worship, discussion groups, fellowship gatherings, and a communion service make this week an important part of the college year.

Since service to others is a vital part of any worthwhile organization, all members of Q.C.A. are invited to help in special projects throughout the year. One, selected annually by the students, is financed through their own campaign. Q.C.A. has brought foreign students to the campus, sent textbooks to Korean colleges, and has

assisted smaller colleges. Filling Thanksgiving baskets and bringing gifts for a White Gift service at Christmas are included in these special projects. The cabinet also seeks to aid the community by helping with civic welfare drives in Charlotte and by encouraging students to participate in voluntary civic and church work.

COMMITTEES AND COMMISSIONS

In the program of the Christian Association, there are four areas of responsibility set up as commissions: Christian Faith and Heritage, Personal and Campus Affairs, Social Responsibility, and World Relatedness. On each commission is an adult member of the Queens staff, who acts as a resource person for the group. Each commission leader is a member of the Q.C.A. Cabinet. Students will be given an opportunity to join one of these commissions and to learn more about them throughout the year.

To carry out the work of Q.C.A. there are six committees: Membership, Publicity, Chapel, Fellowship, Spiritual Life, and "The Hut." These committees plan and carry out the many activities of Q.C.A.

Recreation Association

PURPOSE

The Recreation Association strives to stimulate interest in a program of wholesome physical activities, to promote athletic accomplishment, and to contribute to the development of the ideals of health and sportsmanship.

MEMBERSHIP

Every student automatically becomes a member of the R. A. upon entering Queens College.

ORGANIZATION

To govern the action of the organization, there is a Recreation Council made up of representatives from each class, a day student representative, a president, vice-president, secretary, treasurer, publicity chairman, and a member of the physical education faculty. This council plans and promotes the recreational activities during the college year. The success of these activities is based upon the cooperation of each student.

AWARDS

To recognize those achieving honors in the different activities during the year there is the R. A. Awards Day in May. At this time all the athletic awards won by the classes, clubs, and individuals are presented. A system of points for participation in various sports will be posted. Awards are made on the basis of the number of points earned.

ACTIVITIES

Various activities appeal to individuals. The Dolphin Club is a group of students who are advanced in the styles of swimming and have a degree of perfection in synchronized swimming skills as well. Tryouts are held soon after students arrive in the fall. The water show uses new members early in the year.

All during the year such sports as volleyball, tennis, basketball, golf, swimming, horseback riding, and softball are offered. The David Ovens Physical Education Building includes: a swimming pool and basketball, volleyball, and badminton courts. Tournaments are held in the various sports throughout the year.

The Recreation Association also sponsors Stunt Night, May Day, (see *Traditions*), and several social events during the year.

Fraternity Life

The Greek letter fraternities are secret societies made up of women who have been elected to establish a close affiliation with one another for the years of their college life and thereafter as college and fraternity alumnae. These sororities have as their objectives the promotion of intellectual achievements and the development of high moral and social standards. These groups strive for a spirit of cooperation with the administration, with one another, and with the independent students on the campus.

Group training in fraternities brings about social adjustment, develops leadership training, and sets up social standards and personal and public ethical ideals. Fraternity life is extremely valuable to the individual in that it serves to stimulate scholarship and makes possible additional group training which is a part of modern education. It makes contacts for the students with those of other institutions; and later acts as one of the strongest forces in keeping her, as an alumna, interested in college affairs. Fraternity membership also brings about advantages in business and social relations after one has left the campus.

What Is Panhellenic Council?

On the Queens campus there are five national sororities. When a student joins one of these, she is automatically a member of the Panhellenic group. Because there are too many members to hold effective meetings, there is a smaller group composed of two delegates from each sorority and called the Panhellenic Council. Since all sororities have a great deal in common in their aims, standards, and interests, they coordinate their activities through the Panhellenic Council which emphasizes cooperation among the sororities and directs inter-sorority functions. Another responsibility of Panhellenic Council is to formulate and administer rush plans, rules, and policies.

Once a year the sororities entertain the faculty and staff at a progressive dinner. At Christmas, Panhellenic assists Q.C.A. in the White Gift Service. A scholarship given by the council is available to a junior or senior each year. In the spring there is the Panhellenic dance for all of the students at Queens.

All sorority women are urged to take part in the Panhellenic activities at Queens, to strive to improve their academic standing, and to enjoy the many delightful extracurricular activities.

Presidents of Queens chapters of National Sororities:

Alpha Delta Pi	Betty Gray
Alpha Gamma Delta	Lois Gerst
Chi Omega	Amelia Alba
Kappa Delta	Peggy Bedsol
Phi Mu	Mabel Baird
Panhellenic Council	Jean McLaurin

PANHELLENIC CALENDAR

October	Rush Week
November	Panhellenic Workshop
February	Faculty Progressive Dinner
March	Initiation
April	Panhellenic Spring Dance

Individual sorority activities are many. Sunday night supper is served in the houses after vespers, and most of the sororities have open house on Friday nights. Parties, banquets, dances, hayrides, picnics, and other activities are given each year by the members. Each sorority also has social service projects in which it works at orphanages, hospitals, old age homes, etc. Thus, sorority life can add many worthwhile experiences to the life of a student.

Sorority Obligations

When accepting a bid to a sorority, a student automatically pledges herself to meet certain obligations:

1. She promises to meet all financial obligations.
2. She promises to maintain creditable scholarship. All sororities require a scholastic average of C or above for initiation.
3. She promises to become a contributing member of her sorority, to share chapter responsibilities and duties, to work for the good of the sorority and Panhellenic.
4. She promises to be loyal.
5. She promises to do her best to be initiated.

The pleasure of belonging to a national sorority does not stop with college years and activities, but continues throughout one's life. Students will be able to continue their contacts as alumnae through alumnae groups; and it will be possible for them, as sorority women,

to find congenial friends wherever they go. The individual should not forget, however, that the degree of pleasure derived from the sorority will be in direct proportion to what she contributes.

AVERAGE EXPENSES

Pledge Fee	$13.00
Pledge Dues (per month)	2.25
Initiation Fee	46.00
Active Dues (per month)	4.75
National Dues (per year)	6.00

Rush Week

Rush Week is a period of five days when those wishing to join a sorority will be invited to rush parties by the various chapters. During this time the "rushee" and the sorority members have an opportunity to get acquainted.

On Monday each girl is invited to each of the sorority houses for fifteen minutes. Monday night the sororities extend invitations to their next three parties—one Tuesday, one Wednesday, and one Thursday. Each "rushee" narrows her choices to three, and attends one party each day. Thursday night bids are again given for parties on Friday. Each girl then visits one sorority in the afternoon and one at night. Invitations to these parties do not necessarily indicate that the sorority will ask the girls to join; nor do the girls' acceptances of invitations indicate that they wish to join a particular sorority.

After the last party the girls will be asked to sign a preference card. Shortly after this, invitations to sorority membership are extended.

Rush Week is administered through the Office of the Dean of Students by Panhellenic Council. Students who are confused by rules or find their problems are the exception to the rule are urged to go to the Dean of Students or a member of Panhellenic Council for advice and information.

How to Choose

In choosing a sorority it is unwise for a student to make a decision about a group until she has met its members and those of other groups. A sorority should be chosen on the basis of congeniality.

The "rushee" should respect and admire the standards of the group she selects.

There are no set rules for rating a sorority. The "rushee" should join the group that appeals to her; she should not be influenced by outsiders. Her own decision is the only one that is important since all groups are worthy of membership. Sororities change; the group to which relatives and friends have belonged may not be the one in which she will find her closest friends. She should, therefore, choose the sorority for the girls in the present group, not for its history or past reputation.

Students should go to rush parties with an open mind because it often happens that during this time a "rushee" finds a congenial group which she did not know previously. *It is a mistake for students to start rush week with their minds made up.* They should become acquainted with as many sorority groups as possible before making a decision.

Student Activities

ALPHA KAPPA GAMMA

Alpha Kappa Gamma is a regional honorary leadership fraternity for women. The Olympic chapter at Queens College was installed in 1928. The purpose of this organization is to recognize leaders in college life.

SIGMA MU

Sigma Mu is a regional honorary organization composed of faculty and students. Its purpose is to recognize high scholastic attainment of seniors and juniors and to encourage independent research. Only those seniors and juniors who have done work of merit and distinction are eligible.

MARSHALS

Marshals shall act as ushers at official college events throughout the year.

The junior making the highest scholastic average for three years shall be chief marshal; the two juniors making next highest, the two sophomores who average highest for two years, and the freshman averaging highest for one year shall be marshals.

VALKYRIE

Membership in this club, organized in 1937, is based on outstanding leadership and citizenship exhibited by freshmen. Scholarship is also a factor; student government standards for college representation must be met. The members are selected in the fall from the sophomore class. Valkyries usher at a number of college functions.

SIGMA UPSILON

Sigma Upsilon is an honorary fraternity for writers. Founded in 1906 and limited formerly to men's colleges, it now includes a small number of women's colleges. The Cakes and Ale Chapter at Queens was established in May, 1951. The organization encourages writing through regular meetings at which members read and criticize their own sketches, poems, and short stories. Membership is based primarily upon literary ability and active participation; members are elected twice a year from the upper classes. Faculty may be elected to associate membership.

QUEENS COLLEGE CHOIR

Membership is by audition only. Throughout the year the choir presents a number of concerts. The repertoire includes *a capella* masterpieces of the 16th century, the Romantic Period, and several compositions by contemporary composers.

HOME ECONOMICS CLUB

The Queens College Home Economics Club is composed of students majoring in home economics and interested in good family living on the campus and in the community. The club is affiliated with the North Carolina State and the National Home Economics Associations. Each year the members plan and sponsor United Nations Day on the campus in October and the traditional Christmas party for the children at Alexander Home in December. Several other activities are presented in the spring semester.

THE SPANISH CLUB
(El circulo espanol)

The Spanish Club is an organization of students interested in obtaining and disseminating information concerning the culture of Spain and Spanish America. Membership is open on either a full or associate basis to those who have studied Spanish. Natives of Spanish-speaking countries are honorary members.

THE DOLPHIN CLUB

The Dolphin Club, a group of students skilled in swimming styles and synchronized swimming, is sponsored by the Recreation Association and is discussed under that section of the *Student Handbook.*

THE BLUE QUILL

The *Blue Quill* is the college journalistic and literary magazine which is published every quarter. Its purpose is to encourage and publish journalistic and literary works, to foster student opinion, and to stimulate interest in current affairs. The magazine offers an opportunity for students with literary interests and aspirations to see their work in print. Poetry, fiction, essays, and book reviews are acceptable, as are pen and ink sketches and illustrations.

THE CORONET

The *Coronet* is the college yearbook. It provides a factual and photographic record of Queens College students, activities, and societies. Through the *Coronet,* the editor and staff present to the

student body a yearbook demonstrating the high ideals and standards which Queens maintains.

THE FLIER

The Flier is a bulletin published through the Coordinating Council. It is issued to the student body at the end of each week and contains the calendar of all campus activities and meetings for the following week as well as any other announcements which are of interest to all students.

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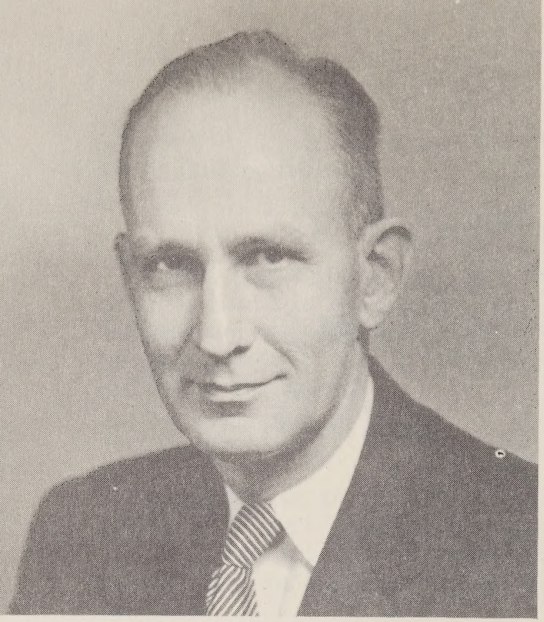
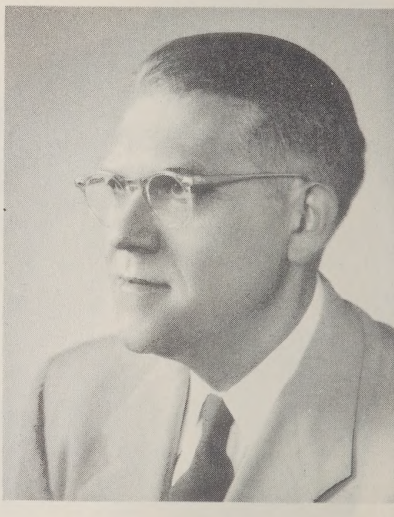
These activities are not to be confused with Activity Hours, which are a part of the college curriculum and are included and discussed in the college catalogue. Dramatics, photography, music, and other interests may be enjoyed through enrollment in the Activity Hours program.

traditions
officers
activities



administration

Dr. Edwin R. Walker
President



Gordon W. Sweet
Dean of the College

The Office of the Dean of the College administers the academic program.

Miss Thelma Albright
Dean of Students

The Office of the Dean of Students deals with all phases of student life.

Don Farquharson
Treasurer
Business Manager

The Business Office attends to all financial matters of the college.

Miss Mildred L. Miscally
Director of Public Relations

The Public Relations Office handles all college publicity, advertising, and printing. The Alumnae Office and the Placement Bureau are also a part of the public relations program.

Miss Caroline Love
Registrar

The Office of the Registrar is concerned chiefly with registration and academic records.

student government officers

Roxana Mebane
President
Student Government
Association

Julia Rolston
President
Boarding Student Council

Judith Anderson
President
Day Student Council

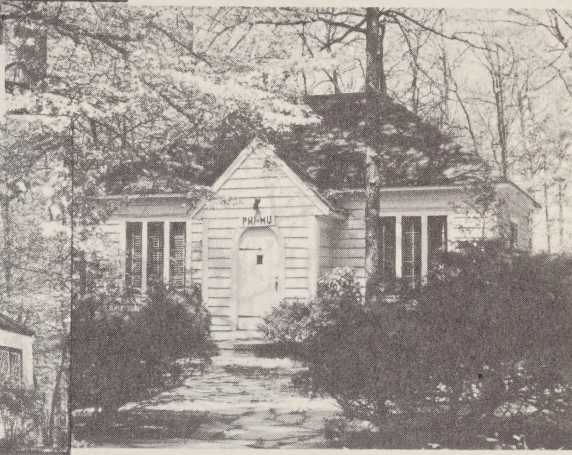
Elizabeth Henderson
President
Queens Christian Association

Louise Neil
President
Recreation Association

sorority houses

Chi Omega

Alpha Gamma Delta

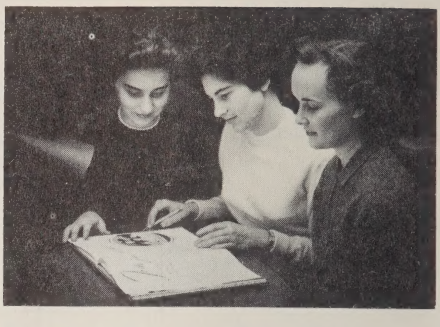


Phi Mu

Alpha Delta Pi

Kappa Delta

Choir



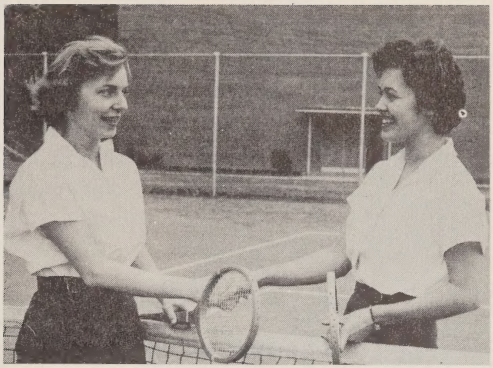
Publications

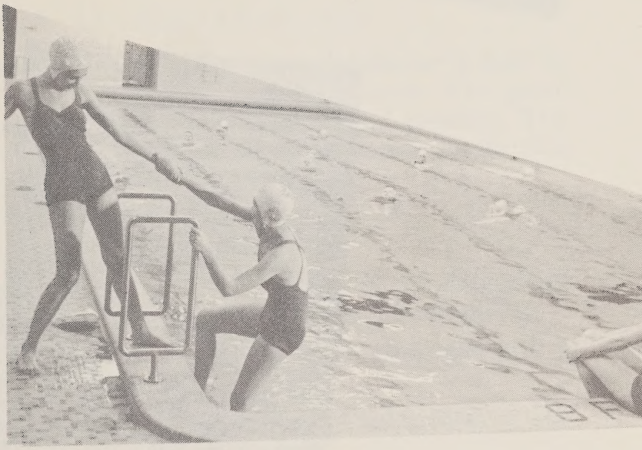
Freshman Capping

College Marshals

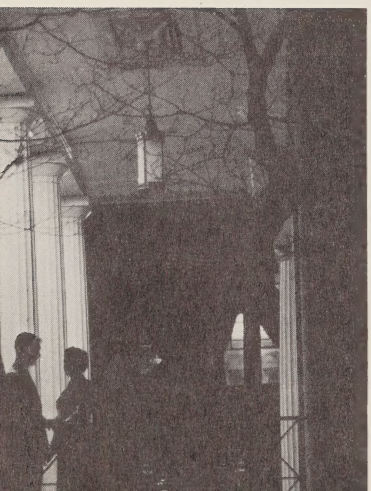
Coordinating Council

Recreation
Association





Queens Christian Association Cabinet



after class hours . . . .

Traditions

PARENTS' ORIENTATION PROGRAM

The Parents' Orientation Program is supervised by the Office of the Dean of Students. Parents of new students are invited to come to the college with their daughters and to attend meetings for parents in the Stultz Building. Specific programs will be given to the parents upon their arrival.

COLLEGE RECEPTION

On the first Friday or Saturday evening of every school year, there is a formal reception in Burwell Hall. At this time new students meet members of the faculty and administration.

SENIOR RECOGNITION DAY

At the first Tuesday chapel of each year special honor is paid to the seniors by the administration, faculty, and students. The president of the senior class plans a special program and presides. The faculty and seniors wear academic dress and participate in the first formal academic procession of the year.

STUNT NIGHT

The annual inter-class Stunt Night, sponsored by the Recreation Association, is held the last Tuesday night before Thanksgiving.

Each class elects by popular vote a stunt night chairman and a gallery chairman.

After the stunt has been selected, it must be submitted to the advisor of R. A. for approval.

The expenses for each stunt must not exceed $5.00. This money is raised by each class.

Stunts are presented in the order of classes beginning with the freshman class.

The freshman gallery shall consist of the back of the middle section of the auditorium; sophomores and seniors have their regular sections; the juniors are entitled to the first five rows of the middle section. There are to be no decorations on the edge of the stage because of interference with other stunts.

The judges of the stunts consist of Charlotte citizens chosen by the Recreation Council. The stunt and the gallery are judged on an equal basis.

Two cups are awarded on this night: one to the class having the best stunt and one to the class having the best gallery participation. These cups are passed down by the winning classes.

CHRISTMAS CELEBRATION

Boar's Head Dinner: In keeping with the English tradition which forms such an important part in the background of Queens College, Charlotte, the annual Boar's Head Dinner, a part of the tradition of Queens College, Oxford, has become one of the most cherished events of the year. This dinner is the last formal event before the departure for the Christmas holidays. After dinner, gifts are presented to the members of the dining room and maintenance staffs.

Vespers: An inspirational Christmas program is given the Sunday before the holidays by Q. C. A. and the Queens College Choir.

Worship Service: On the night before the Christmas holidays begin, a special program is planned by Q. C. A. in collaboration with the departments of music and speech.

STUDENT GOVERNMENT INSTALLATION

The president of Student Government and the Dean of Students plan a day in the spring when the five student body officers are officially installed in a special chapel program. At this time the outgoing student body officers exchange their robes with the incoming officers.

LECTURE SERIES

As a part of the year's program of educational assemblies, the college sponsors a series of lectures by speakers from the fields of science, literature, politics, international relations, education, and sociology. These lectures are held either during the regular morning assembly period or at a noon convocation. The series is financed by the student activity fee and is planned by a committee of faculty and students.

MAY DAY

In a colorful pageant sponsored by the Recreation Association, Queens crowns her Queen of the May during the annual May Day festivities in the May Dell. The queen and her court are then honored by a dance program presented by the Physical Education Department.

AWARDS DAY

At this time there is a presentation of all cups, trophies, and honors that have been won by individuals and campus organizations throughout the year.

Sports awards are presented at another time by the Recreation Association.

SENIOR WEEK

Near the end of the school year a special week of activities is planned for the seniors who are approaching graduation.

Faculty Regulations

I. Class Attendance

A. Freshmen will be required to attend all classes until mid-semester.

B. Students (including transfers) who have not maintained a

1. quality point average for the previous semester will be placed on the required attendance list until mid-semester.

C. Any student absent from class 24 hours immediately before or after a holiday without being excused by the Dean of the College will be placed on the required attendance list for all classes for eight class weeks following the end of the holiday.

D. A student on the required attendance list must attend all classes unless excused by the Dean of the College, such excuses to be granted usually only in case of:

1. Personal illness.

2. Serious illness or death in the family.

E. Any student reported as doing below average (D) work or failing (F) on a course at mid-semester is subject to required attendance for this particular class for the remainder of the semester.

F. Any student on required attendance who has an unexcused absence at the mid-semester will be placed on required attendance for eight additional weeks. When a student is on required attendance through the last half of the semester and has an unexcused absence, .5 quality point will be deducted for each class missed, but not more than one (1.0) quality point will be deducted per class day.

G. In case of absence from more than 20 per cent of the class meetings in a course, a student must secure the approval of the instructor and Dean of the College before being allowed to make up the work or receive credit for the course. All absences, regardless of cause, will be recorded and counted as absences beginning with the first meeting of the class.

H. No unexcused absences are allowed in laboratory sections. Excused absences must be made up immediately. In classes

that have more than one laboratory section, one shift to another section per semester is allowed with permission of the instructor.

I. Three tardies are recorded as an absence. A student who enters a class after the first 15 minutes is considered absent.

J. Students shall wait 15 minutes for the arrival of the instructor after the ringing of the last bell. In the absence of any communication from the faculty member, the students are then at liberty to leave.

II. Attendance Upon College Exercises

A. All students are expected to attend chapel on Tuesday and Friday, assembly on Wednesday, and convocations that are announced throughout the year.

B. Each student shall be allowed a maximum of seven chapel or assembly absences per semester.

C. All candidates for degrees are required to be present for commencement.

III. Tests and Examinations

Permission to make up tests and final examinations must be received from the Office of the Dean of the College or from the Dean of Students.

IV. Grading and Quality Point System

A—exceptional work . . . 3 quality points per semester hour
B—good work . . . . . 2 quality points per semester hour
C—average work . . . . . 1 quality point per semester hour
D—poor work . . . . . 0 quality points per semester hour
F—failing work . . minus 1 quality point per semester hour
E—conditioned failure given at the discretion of the instructor
E may be changed to D after a re-examination.
I—incomplete work
When this work is completed, the student may receive any grade from A to F.

Students receiving grades below C at mid-semester will be notified. All grades will be reported at the end of each semester.

V. Quality Point Average

To obtain the quality point average for a semester or for a

year, add the quality points earned and divide by the total semester hours carried.

VI. Requirements for Class Standing and Graduation

	Semester Hours	*Quality Points*
Sophomore	24	18
Junior	54	48
Senior	90	84
Graduation	120	120

(plus a specified program of activity hours as stated in the Queens College Catalogue.)

VII. Eligibility to Return

To be readmitted a student must pass 18 semester hours of work during a college session with a quality point average as follows:

.5 to return the second year
.8 to return the third year
.9 to return the fourth year

VIII. Dean's List

The Dean's list consists of students achieving unusually high scholarship. Students on this list must carry not less than 15 semester hours and must achieve not less than three A's and two B's in academic subjects. Seniors who are doing practice teaching and carrying only 12 hours of work must have three A's and one B in academic subjects.

IX. Eligibility (to represent the college and hold office)

A. Students (including transfers) who maintain a quality point average of 1.0 or more the preceeding semester are on the list of eligibility during the current semester.

B. Freshmen are considered on the list of eligibility until mid-semester.

C. Eligibility is also dependent on chapel and assembly attendance.

College Regulations

I. Adjustments to be Made in Rooms

If new light bulbs, cord for pictures, bathroom repairs, or light fixture changes are needed, students file their requests on a form provided at the switchboard, where the maintenance engineer will collect all requests and attend to them in the order in which they were filed.

II. Electrical Equipment

Arrangement must be made with the Business Office before any electrical equipment can be used in the rooms. Each room is allowed 150 watts of current.

III. College Property

Queens does not collect a regular breakage fee. If, through some accident, students damage or break college property, they will naturally wish to help defray the expense of repairs. Damage to walls, windows, and furniture, through the use of tacks and pencils, or by any unnecessary abuse will be estimated and charged to the students. *Students are not permitted to move furniture from one room to another without permission from the Business Office,* nor are they permitted to attach pictures and other ornaments to the wall.

IV. Care and Furnishing of Rooms

Students are expected to keep their own rooms in order. Each student provides her own bed linens, blankets, towels, and other linens. Often roommates enjoy selecting together their rugs, curtains, dresser scarfs, and other furnishings. The approximate dimensions for dormitory windows and closets are as follows: window—72" by 40"; closet opening—80" by 30" (Closets in Long, Watkins and Morrison Halls do not have doors).

V. Laundry and Launderette

Both laundry and launderette services are available by agreement with local companies. The laundry regulations change from year to year; students will receive a copy of the regulations soon after their arrival at Queens.

VI. Telephones and Telegrams

Students may use pay telephones in dormitories. In addition to the telephone company rates the college will charge $1.00 for each long distance call made on a college telephone. Local telephones may be used for incoming calls to students and for campus calls.

Dormitory telephone numbers: Long (North) ED 2-9560; Watkins (South) ED 2-9539; Morrison ED 2-9481; Home Management Building (Carson Hall) ED 4-2882; Belk FR 7-9221, FR 7-9292; Blair Union ED 4-2881; Frazer Hall ED 3-0638, FR 7-9226. Other useful telephone numbers are: Dean Albright ED 4-9388; the Student Store FR 5-9117; Dining Room ED 4-2884; Infirmary ED 4-2883; Dean Sweet ED 4-9407.

Students wishing to send a telegram, may send it from the Office of the Dean of Students. Telegrams are to be paid for at the time they are sent.

VII. Trunks

At an announced date, trunks and hand luggage will be stored without cost. After this time a charge will be made for storing.

VIII. Salesmen on Campus

No person on or off campus shall sell or advertise for sale any merchandise on the campus without approval of the college administration. Students are asked to report to the Office of the Dean of Students the presence of any unauthorized persons.

IX. College Bank

The college provides a student bank, located on the first floor of Burwell Hall; and students are urged to use it for the safekeeping of their money. Money may be deposited here or withdrawn during the banking hours which are from 10:00 a.m. to 12:00 m. and from 2:00 p.m. to 4:00 p.m., Monday through Friday.

X. The Student Store

The store is located in the basement of Morrison Hall and contains the post office, the book store, and a snack bar.

A. Post Office: Each student will be assigned a post office box at the beginning of each school year. Mail should be addressed: Queens College, Charlotte 7, North Carolina, and should include college box numbers. The post office is under college and not government supervision. It handles all incoming mail, except special delivery mail; but it does not handle money orders, outgoing C. O. D. mail, outgoing packages, insurance of packages, or registry of first class mail.

B. Books: At the Student Store students may purchase their textbooks, stationery, and school supplies. These are sold at a minimum profit. For this reason all business is done on a cash basis.

XI. Dining Room and Food Services

A. Hours: Meal hours are as follows. The doors will be closed ten minutes after the ringing of the bell.

	Monday-Friday	Saturday	Sunday
Breakfast	7:45 a.m.-8:15 a.m.	7:45 a.m.-8:15 a.m.	8:30 a.m.-9:00 a.m.
Lunch	12:45 p.m.	12:15 p.m.	1:00 p.m.
Dinner	6:00 p.m.	6:00 p.m.	6:30 p.m.

Meals will be served only in the Dining Hall and in the Infirmary. If a student is too sick to attend meals in the Dining Hall, she should go to the Infirmary.

B. Dress: No student is to enter the Dining Hall improperly dressed. Kerchiefs are not to be worn during meals. When after dinner coffee is served on Friday evenings in the parlors of Burwell Hall by Panhellenic Council, students are requested to wear short afternoon dresses. Formal dress is usually required for dinner before concerts, lectures, and receptions. Announcements are made concerning such occasions.

C. Special occasions and guests:

1. At formal dinners students remain standing until guests are seated. After dinner, students arise with the guests and remain standing until they leave.

2. Students who have guests must register them in the guest book in the Office of the Dean of Students. This will enable the dietitian to plan for guests. Individual meal tickets must be purchased. These tickets are on sale in the Office of the Dean of Students and are presented to the hostess in the dining room.

D. Absences from meals: All absences from meals must be registered at least three hours before the meal. No absences may be registered after this time. In case of emergencies which might also involve unexpected visitors, students may give the information to the hostess on duty in the Office of the Dean of Students. Attendance at formal dinners is compulsory.

E. Other food services:

1. Any organization wishing help from the college dietitian in planning refreshments and meals for special occasions should bring a written statement from the Office of the Dean of Students approving the activity.

2. No food is to be taken away from the area where it is served.

XII. Information Concerning Student Health

The health of the student is the direct responsibility of the Office of the Dean of Students and the college physician. Two registered nurses assist in carrying out the health program: one nurse is available at all hours. In case of an emergency, students should call or go to the Infirmary immediately.

A. Information necessary for all students:

1. Each new student will have a health examination by her own physician before entering the college.

2. Other students will have annual summer check-ups by their physicians.

3. X-rays of the lungs of all students will be made early in the fall at the college.

4. Polio shots are made available at the Infirmary.

B. Infirmary regulations:

1. Each bed-patient should bring to the Infirmary when she enters the following items: tooth paste, tooth brush, wash cloth, soap, towel, two pairs of pajamas, and one heavy or two light blankets.

2. Hours for treatment and consultation will be announced and should not be broken except for emergency illnesses and accidents. All weighing is to be done during consultation hours.

3. No patient may have student visitors without the permission of the nurse. Visits are to be brief and limited by the nurse.

4. Medicines prescribed for students should be kept in the Infirmary. Students must notify nurses of all medication they are receiving.

5. Appointments with doctors and dentists are to be made by the college nurses or the Dean of Students. The nurses will apply dressings and make injections prescribed by the doctors.

6. Food will be served only to bed-patients. The only exception to this rule is the case of the student who is under doctor's orders. No extras will be given unless these are paid for by the student.

7. Patients must be quiet at all times.

8. Nine o'clock bedtime will be observed by all infirmary patients and absolute quiet is necessary after this hour.

9. No gentlemen visitors except members of the immediate family of the patient are received in the Infirmary.

C. Hospitalization:

1. At the discretion of her physician, a student may be sent to the hospital for treatment or surgery. Usually no operation will be performed, however, without the consent of parents or guardians.

2. No student may leave the hospital without proper dismissal by her physician who will notify the college. She may return home or to the college, but will not go elsewhere without permission from the Office of the Dean of Students.

THE CONSTITUTION
OF THE
STUDENT GOVERNMENT ASSOCIATION

Article I—Name

The name of this organization shall be The Student Government Association of Queens College.

Article II—Purpose

The purpose of the Student Government Association shall be to foster self government.

Article III—Membership

All students of Queens College are members of this organization provided they have fulfilled the requirements of accepting the Honor System and have indicated in writing their understanding of the Queens College *Student Handbook*.

Article IV—Advisory Committee

There shall be to the Student Government Association an Advisory Committee composed of the President of the College; the Dean of the College; and the Dean of Students, who will serve as chairman of this committee.

Article V—Officers

A. The President of the Student Government Association, whose duties shall be:
   1. To plan the agenda for and to preside at all meetings of the student body.
   2. To plan the agenda for and preside at Coordinating Council meetings.
   3. To call special meetings of the student body.
   4. To call special meetings of the Coordinating Council.
   5. To assist with the work of designated college and Student Government officers in planning the Orientation Program.
   6. To preside at Orientation Week.
   7. To serve as official representative of the student body.
   8. To appoint in conference with the Dean of Students all standing committees, with the approval of the Coordinating Council.
   9. To submit her work to the judgment of the Coordinating Council.

B. The Vice-President of the Student Government Association, whose duties shall be:
   1. To act in the capacity of financial head of the Student Government.
   2. To formulate a tentative budget for the coming year and to present this budget for discussion at the first regular meeting of the Coordinating Council.
   3. To examine the financial report of any Student Government organization.
   4. To serve as permanent chairman of the Student Budget Committee and to assist the financial officers of each organization in formulating their budgets.
   5. To examine on the last Friday in February the records of the Secretary-Treasurer of the Student Government which shall be submitted to the college Treasurer on the first Monday in March for auditing.
   6. To investigate the work of any Student Government official if necessary.
   7. To assist the President of the Student Government Association by acting as assistant represenative of the student body.

8. To work in conjunction with the President in planning the meetings of the Student Government.
9. To assume the duties of the President in case of her absence, resignation, or withdrawal until a new election can be held.
10. To act as chairman of the Point System Committee.
11. To assist in planning the Orientation Program.

C. The Secretary-Treasurer of the Student Government Association, whose duties shall be:

1. To keep in permanent form the minutes of the meetings of the Student Government Association and of the Coordinating Council.
2. To attend to the correspondence of the Student Government Association, the Coordinating Council, and the Orientation Committee.
3. To keep a permanent record of all receipts and expenditures of the Student Government Association.
4. To present on the first Monday in March her records to the college Business Manager for auditing.
5. To present a report of receipts and expenditures at each meeting of the Coordinating Council and upon request at meetings of the Student Government Association.

Article VI—Executive Department

Section I—Boarding Student Council

A. Purpose: The purpose of Boarding Student Council shall be to legislate, execute, and enforce the regulations of Boarding Student Council and to encourage cooperation between Day and Boarding Student Councils.

B. Officers and Members

1. Elected from the Senior Class:
   a. A president of Boarding Student Council.
   b. A house president for each residence hall.
   c. A class representative to the Council.
2. Elected from the Junior Class:
   a. A secretary to the Council.
   b. A class representative to the Council.
3. Elected from the Sophomore Class:
   a. A treasurer of the Council.
   b. A class representative to the Council.
4. Elected from the Freshman Class: A class representative to the Council to be chosen at the end of the first quarter.

C. Duties

1. The duties of the President shall be:
   a. To call and preside over all meetings of boarding students and Boarding Student Council.
   b. To meet once a month with the Dean of Students and more often if it is deemed necessary.
   c. To plan the Orientation Program in cooperation with the President and Vice-President of Student Government and the President of the Day Student Council.

2. The duties of each House President shall be:
   a. To keep order in her residence hall.
   b. To call and preside over house meetings.
   c. To remove with the consent of two-thirds of the membership of the House Council any member of the Council who does not fulfill her duties.
   d. To assume in the following order the duties of the President of Boarding Student Council in case of the absence or resignation of that officer:
      1) Belk
      2) Watkins
      3) Long
      4) Morrison
      5) Frazer
      6) Carson

3. The duties of the Secretary shall be:
   a. To attend to all correspondence of Boarding Student Council and of Boarding Student Body.
   b. To keep in permanent form the minutes of Boarding Student Council and of Boarding Student Body.

4. The duties of the Treasurer shall be:
   a. To have charge of the finances of the organization and to keep records of the same.
   b. To present to the Vice-President of the Student Government Association, one week after the beginning of classes, a typed outline of the expected expenses of the coming year.
   c. To submit accounts to the Business Manager of the College for auditing at the end of the term of office.
   d. To order all supplies of the organization.

D. Powers: Boarding Student Council shall have the power to legislate, execute, and enforce those regulations which are set up by the Council with the advice of the Advisory Committee.

E. Meetings
   1. Boarding Student Council shall meet each Monday evening at 6:45 o'clock.
   2. There shall be no absences from these meetings except in cases of absolute necessity, at which times the individual must be excused by the President of the Council.
   3. Those members present at any meeting of Boarding Student Council shall constitute a quorum. Business sessions of Boarding Student Council shall be open to the student body, but judicial reviews shall be closed.
   4. A two-thirds vote of the Council shall be required for a recommendation to the Advisory Committee, and final action shall be taken in a joint meeting. The President of the College constitutes the final authority in any case involving suspension or expulsion.

Section II—Day Student Council

A. Purpose: The purpose of Day Student Council shall be to legislate, execute, and enforce the regulations of Day Student Council and to encourage cooperation between Day and Boarding Student Councils.

B. Officers and members:
   1. Elected from the Senior Class:
      a. A president of Day Student Council.

b. A vice-president of the Council.

c. A class representative to the Council.

2. Elected from the Junior Class:

a. A secretary to the Council.

b. A class representative to the Council.

3. Elected from the Sophomore Class: A treasurer of the Council.

4. Elected from the Freshman Class: A class representative to the Council to be elected at the end of the first quarter.

5. Elected from the Men's Organization: A representative to the Council.

C. Duties

1. The duties of the President of Day Student Council shall be:

a. To call and preside over all meetings of Day Student Body and of Day Student Council.

b. To meet once a month with the Dean of Students and more often if it is necessary.

c. In case of the absence or resignation of the President such authority shall devolve upon the officers in the order named above.

d. To plan in cooperation with the President and the Vice-President of Student Government and the President of Boarding Student Council the Orientation Program.

2. The duties of the Vice-President shall be:

a. To assume the duties of the President in case of the absence or resignation of that officer until another election can be held. A new president must be elected within two weeks after the resignation of a former president becomes effective.

b. To be responsible for the maintenance of Blair Union.

3. The duties of the Secretary shall be:

a. To keep in permanent form the minutes of the meetings of Day Student Council and Day Student Body.

b. To keep a roll of the members of Day Student Council.

c. To attend to all correspondence of Day Student Council and of Day Student Body.

4. The duties of the Treasurer shall be:

a. To have charge of the finances of the organization and to keep records of the same.

b. To order all supplies of the organization.

c. To submit her accounts to the Business Manager of the College for auditing at the end of the term of office.

d. To present to the Vice-President of the Student Government Association, one week after the beginning of classes, a typed outline of the expected expenses of the coming year.

D. Powers: Day Student Council shall have power to legislate, execute, and enforce those regulations which are set up by the Council with the advice of the Advisory Committee.

E. Meetings

1. Day Student Council shall meet once a month at a time set by the Council.

2. The Day Student Body shall meet the first Wednesday of each month during the assembly period.

3. Members present at any Day Student Council meeting shall constitute a quorum.

Article VII—Legislative Department

Legislative powers shall be vested in the two branches of the Executive Department, Boarding Student Council and Day Student Council.

Article VIII—Judicial Department

Section I—Honor System

A. The Honor System is basic in building Christian character which is the purpose of Queens College. The following fundamentals constitute this system:
   1. That each student is truthful at all times.
   2. That each student respects the property of others.
   3. That each student is entirely honest on tests, examinations, term papers, and other pledged work.

B. For any violations of the above principles each student shall report herself to the Judicial Board within twenty-four hours after the misdemeanor. If this is not done, any witness or possessor of evidence must report the student to the Judicial Board immediately.

Section II—Judicial Board

A. Membership: The Judicial Board shall consist of the President of the Student Government Association, who shall serve as chairman of the Board; the Presidents of Boarding and Day Student Councils; and four members elected at large from the student body, two to serve for a period of two years and two to serve for a period of one year.

B. Powers
   1. The Judicial Board has the power to investigate and take action in any case involving an infraction of the Honor System.
   2. The Judicial Board may at its discretion summon before it any member of the Student Government Association.
   3. The Judicial Board may call in the Advisory Committee for assistance. (See Rules of Procedure in Judicial Board Book of Order.)

C. Penalties
   1. Upon agreement of the Judicial Board and the Advisory Committee, a sentence of suspension or expulsion shall be referred to the President of the College.
   2. In individual cases involving extenuating circumstances, the Judicial Board and the Advisory Committee shall agree upon an amendment to the penalty.

D. Meetings: The Judicial Board shall meet when necessary at the call of the chairman.

E. Oath of Office: "As a member of the Judicial Board of Queens College, I shall endeavor to fill to the best of my ability those duties pertaining to my office. If I violate, or have knowledge that another student has violated the Honor System, I shall report myself or that person to the Judicial Board. I will endeavor to make the Honor System a positive force in student living."

Article IX—Coordinating Council

A. Purpose: The purpose of the Coordinating Council shall be to evaluate and

coordinate activities of the organizations represented by making recommendations to the respective councils when necessary and by planning creative campus activities.

B. Membership: The Coordinating Council shall consist of the President, Vice-President, and the Secretary-Treasurer of Student Government Association; The Presidents of Day and Boarding Student Councils, of the Men's Organization, of Recreation Association, of Panhellenic Council, of the Queens Christian Association; the editors of the *Blue Quill* and the *Coronet;* and presidents of the Senior, Junior, Sophomore, and Freshman Classes.

C. Advisory Committee: There must be one member of the Advisory Committee present at each regular meeting of the Coordinating Council, or the agenda of the meeting must be approved by a member of the Advisory Committee prior to the meeting.

D. Duties

1. The duty of each member of the Coordinating Council shall be to report at each meeting of the Council the work done by the respective group during the two weeks prior to that meeting and to evaluate this work.
2. The Council shall give the final approval of the appointment of chairmen and members of the standing committees.
3. The Council shall direct campus elections with the Senior members of the Council serving as the Ballot Committee.
4. The Council shall have the authority to enforce the point system upon recommendation of the Vice-President of Student Government, who serves as chairman of this committee.

E. Meetings: The Coordinating Council shall meet twice a month at a time and place chosen by the Council at its first regular meeting after elections.

F. Publicity: Publicity for the Coordinating Council shall be under the direction of the Editor of the *Blue Quill* who shall publish after meetings of the Coordinating Council a flier reporting to the student body the business of that meeting. The information contained in this flier must be approved by the members of the Coordinating Council.

Article X—Publications Board

A. Purpose: The purpose of the Publication Board is:

1. To coordinate the plans and endeavor to improve the publications of the Student Government Association.
2. To approve student publication contracts.
3. To make suggestions for faculty advisors to the publications. These advisors shall be chosen by the staffs of the publications.

B. Membership: The membership of the Publication Board shall be:

1. Editor and Business Manager of the *Coronet.*
2. Editor and Business Manager of the *Blue Quill.*
3. Editor and Business Manager of the Queens College *Student Handbook.*
4. Director of Public Relations.
5. Business Manager of the College.

C. Four members of the Publications Board shall constitute a quorum; one of these must be the Director of Public Relations or the Business Manager of the College.

D. Duties

1. The duties of the Editor of the *Coronet* shall be:
   a. To supervise the publication of the annual, the *Coronet.*
   b. To appoint a business manager of the *Coronet,* an advertising manager, and class editors.
   c. To advise any staff member when necessary.
   d. To maintain the *Coronet* office.
   e. To hold regular staff meetings every two weeks.
   f. To plan the layout of the *Coronet* before June of the year in which she is elected.
2. The duties of the Editor of the *Blue Quill* shall be:
   a. To supervise the publication of four editions of the *Blue Quill.*
   b. To appoint a news editor, a literary editor, and a business manager.
   c. To plan the agenda for and preside at regular staff meetings, the time and place to be determined by the editor and the staff.
   d. To maintain the *Blue Quill* office.
   e. To publish the Coordinating Council flier.
3. The duties of the Editor of the *Student Handbook* shall be:
   a. To plan and edit the *Student Handbook* with the Dean of Students as official advisor.
   b. To appoint assistants.
4. The duties of the Public Relations Director and the Business Manager of the College as members of the Publications Board shall be to serve as financial and technical advisors to the editors of the *Coronet;* the *Blue Quill,* and the *Student Handbook.*

Article XI—Standing Committees

The following committees shall be appointed by the President of the Student Government Association in conference with the Dean of Students: Social Standards Committee, Lecture Series Committee, Point System Committee, Handbook Committee, and the Budget Committee. (The Budget Committee shall be composed of the Vice-President of Student Government who shall act as chairman, the treasurers of the Student Government Association, the Queens Christian Association, the Recreation Association, Day Student Council, Boarding Student Council, and the Men's Organization, and the business managers of the *Coronet* and the *Blue Quill.* Ex officio members shall be the presidents of the aforementioned organizations and the editors of the two publications. The College Treasurer, College Business Manager, and the Advisory Committee shall act as advisors to the Budget Committee.) These committees shall be responsible to the President of Student Government and to the Dean of Students.

The Freshman Advisory Council is composed of members recommended by the Dean of Students and the five presidents of the major student organizations. Its purpose is to act in an advisory capacity to all new students.

Article XII—Amendments

The constitution may be amended by a two-thirds vote of the members present at any meeting held for that purpose, but the amendment must be proposed at a meeting of the Student Government Association at least one week before action is taken on it. The amendment must be approved by the Advisory Committee.

Article XIII—Right of Petition

All students have the right to bring a petition before any branch of the Student Government Association; a petition must be signed by twenty-five per cent of the members of the Student Government Association and be presented to the President of the Association.

BY - LAWS

Article I—Quorum

The members present at a meeting of the Student Government Association shall constitute a quorum. The student body must be given twenty-four hours notice before a called meeting.

Article II—General Qualifications for Officers

A. To be eligible to hold office a student must have and maintain a 1. average.

B. To be eligible to hold office a student must have shown herself in harmony with the ideals and purposes of the Student Government Association.

Article III—Elections

A. Elections shall be held the second week in March.

B. The presidents of the Student Government, Boarding Student Council, and Day Student Council shall plan the details of elections.

C. There shall be a Ballot Committee composed of the retiring presidents of Student Government, Boarding Student Council, Day Student Council, Queens Christian Association, Recreation Association, and the Vice-President of the Student Government. The President of Student Government shall serve as chairman of this committee, which shall supervise the student poll.

D. Student Poll

1. The student poll shall be taken during the first week of March.
2. This poll shall be taken on blanks prepared by the Ballot Committee.
3. The following provisions must be observed:
   a. On the poll every student shall be given an opportunity to suggest a candidate for each of the following offices: President, Vice-President, and Secretary-Treasurer of the Student Government Association; President, Vice-President, Secretary, and Treasurer of the Queens Christian Association; President, Vice-President, Secretary and Treasurer of the Recreation Association and May Day Chairman; Editor of the *Coronet;* and Editor of the *Blue Quill.*
   b. Only day students shall on this poll submit nominations for President, Vice-President, Secretary, and Treasurer of the Day Student Council, and Day Student Representatives to Queens Christian Association and Recreation Association.
   c. Only boarding students shall on this poll submit nominations for President of Boarding Student Council, House Presidents, and Secretary and Treasurer of Boarding Student Council.
   d. All members of the Student Government Association shall nominate candidates for membership on Judicial Board, the number of nominations allowed on each poll blank being equal to the number of places to be filled on the Judicial Board.
4. Class standing of officers nominated on poll:
   a. The following officers must be elected from the rising Senior Class: the presidents of Student Government, Day Student Council, Boarding Student Council, Recreation Association, Queens Christian Association, and the House Presidents.
   b. The following officers must be elected from the rising Senior or Junior

Classes: the vice-presidents of Student Government, Day Student Council, Queens Christian Association, Recreation Association, and the secretary-treasurer of Student Government.

c. The following officers must be elected from the rising Junior Class: the secretaries of Queens Christian Association, Day Student Council, Boarding Student Council, and Recreation Association.

d. The following officers must be elected from the rising Sophomore Class: the treasurers of Queens Christian Association, Day Student Council, Boarding Student Council, and Recreation Association.

5. Tabulation of poll results and preparation of ballots:

The Ballott Committee shall tabulate the entries on student poll blanks; the two students having the highest number of votes for a specific office shall be designated as poll nominees for that office except in the cases of Judicial Board members and editors of the *Coronet* and the *Blue Quill.*

a. A number of students equal to the number of members to be elected to the Judicial Board plus two shall be designated as poll nominees.

b. On the ballot submitted to the student body after the student poll has been taken the person having the majority of votes on the student poll for the editorship of the *Blue Quill* and the person having the majority of votes for the editorship of the *Coronet* shall be submitted with a nomination made by each of the respective staffs. If the poll nominee is the same as the staff nominee, the person with the second highest number of votes on the student poll shall be submitted as the poll nominee.

E. Floor nominations and voting

1. The Ballot Committee shall prepare ballots listing poll nominees and leaving space for floor nominations.
2. There may be nominations from the floor for any office listed on the poll.
3. Only day students shall nominate and vote for members of Day Student Council and Day Student Representatives; only boarding students shall nominate and vote for members of Boarding Student Council.

F. Order of elections

1. Officers for whom nominations are made on the student poll shall be elected in the following order: President, Vice-President, and Secretary-Treasurer of Student Government; President of Queens Christian Association; President of Recreation Association; President of Boarding Student Council; President of Day Student Council; Editor of *Coronet;* Editor of *Blue Quill;* Vice-President, Secretary, and Treasurer of Queens Christian Association; Vice-President, Secretary, and Treasurer of Recreation Association; Publicity Chairman of Recreation Association, May Day Chairman; Secretary and Treasurer of Boarding Student Council and House Presidents; and Vice-President, Secretary, and Treasurer of Day Student Council.
2. After these elections, classes shall elect their officers and representatives.

G. Manner of voting

1. Voting for all offices under the Student Government shall be by secret ballot.
2. The Ballot Committee shall give one ballot to each student as she enters the place of voting; each student's name shall be checked on a student roster as she receives this ballot.
3. The Ballot Committee shall tabulate the votes.
4. All officers shall be elected by a majority vote.

H. Freshman officers and representatives

1. Not later than the fourth week of the new school year the Freshman Class shall elect a chairman, who shall hold office until the end of the first quarter. At the beginning of the second quarter the Freshman Class shall elect a president and other officers.
2. The Vice-President of the Junior Class shall act as advisor to the Freshman Class.

I. At any time after all of the preceding officers (except Freshman representatives and officers) have been elected, the honorary fraternity, social fraternities, and miscellaneous clubs may elect their officers in the manner prescribed by their respective constitutions.

J. All installations shall take place before the first week in April.

K. In the event that a new office be created, this office shall be filled by the above method of elections.

Article IV—Resignations

A. An officer who finds it is necessary to resign must submit a written resignation to the council of which she is a member two weeks before she wishes the resignation to be effective.

B. In the event that an officer under the Student Government Association resigns or is removed from office, this vacancy shall be filled by the method of elections stated above.

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